

ICKLESHAM PARISH COUNCIL

A local council for the peoples of Icklesham, Winchelsea, Winchelsea Beach and Rye Harbour

Minutes of the Open Spaces Committee Meeting held at Winchelsea Court Hall on Monday 14th February at 7.15 pm

Present: Cllrs D Kitteridge, D Smedley (Chairman), H Sutton, Mrs. A Thomson and P Turner

In Attendance: Jenner Sands (Clerk and RFO), members of the public were also present.

1. **The Chairman opened the meeting at 7:15 pm.**
2. **To record any apologies for absence.** *None received.*
3. **To receive any declarations of interest.**
To receive any disclosure by members of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct. Members are reminded of the need to repeat the declaration immediately prior to commencement of the item in question. Members should ask the Clerk for a Declaration of Interests form which must be completed and returned to the Clerk at the next convenient occasion. **There were none.**
4. **The Chairman invited the members of public present to comment on the agenda**
Jane Taylor of Winchelsea raised a question in relation to item 6 on the agenda. She confirmed that she was speaking on behalf of the Traffic Calming Working Group and also the Winchelsea Residents' Association who now have 170 members. She asked the Committee what the Council's plans are to consult with the residents regarding the traffic calming and what the Council's plans are to progress the project.

Nick Warren of Icklesham had a question in relation to item 11 of the agenda and asked whether we plan to consult with the sports clubs before introducing the charges.
5. **To approve the Minutes of the Open Spaces Meeting of 8th February 2021.**
The minutes were approved and signed.
6. **Winchelsea Traffic Calming:-**
 - a) Review GTA Traffic Calming Feasibility Assessment (*previously circulated*) and responses received from East Sussex Highways and Sussex Police.
The response from East Sussex Highways was noted. It was noted that the GTA report suggests a number of options for traffic calming and that the Working Group have suggested an alternative option. It was also noted that there have been some personal views of different Councillors but ultimately it will be up to the Council and residents which option to take forward.
 - b) Consider arranging a meeting with Traffic Calming Working Group Representatives, Winchelsea Residents' Association and Local Businesses to review GTA Traffic Calming Feasibility Assessment.
RESOLVED: *it was agreed to set up a meeting with the Traffic Calming Working Group Representatives, Winchelsea Residents' Association Representatives, local businesses and GTA to review the GTA Traffic Calming Feasibility*

Assessment. This is to be arranged for Monday 7th March.

- c) **Traffic Survey** – quote from East Sussex Traffic Management Team available for meeting.

Quote received from East Sussex Traffic Management Team in the sum of £720 plus VAT. There was a general discussion regarding the cost of this compared to the cost of black cat radar device which could be used to collect the data needed.

RESOLVED: *It was agreed the Clerk is to purchase a black cat device to collect the data rather than pay East Sussex to collect the data. An internal working group is to be formed to discuss where the devices will be located etc.*

7. **Grounds Maintenance Contract.** The current grounds maintenance contract is split between Idverde and Mark Saunters. The contract with Idverde has come to an end. The Committee is asked to consider the following quotes:-

a) **Idverde** (£7,705 + VAT 2022, £7,936.67 + VAT 2023, £8,174.76 + VAT 2024)

b) **Countrywide Grounds** (£11,290 + VAT) 2 years fixed contract

c) **Mark Saunters** (£4,200)

d) **Groundscare General Services Ltd** (£25,880 + VAT)

e) **MS Country Contractors** (£43,300 + VAT)

There was a discussion regarding Idverde and the fact that the Council have not been happy with the service they have provided previously. The Assistant Clerk has received references from other parish councils for Countrywide Grounds and they have all been very positive.

RESOLVED: *it was agreed to accept the quotes from Countrywide Grounds and Mark Saunters.*

8. **Jubilee Field Gate Entrance.**

- a. To consider quotes from the following to supply and instal gate:-

i. **Matron Fencing** (£1,437 + VAT)

ii. **Tate + Tonbridge Fencing** (£1,836 + VAT)

iii. **Mark Saunters (installation of gate only)** (£200)

iv. **Tate Fencing (supply of gate only)** (£1,568 + VAT)

RESOLVED: *it was agreed to accept the quote received from Matron Fencing. We have a provisional date of 14 March for the work to commence.*

- b. **Mark Saunters quote to form area of hardstanding either side of the gate 1.2 m wide by 2.2 m long** (£250)

RESOLVED: *the quote was accepted.*

9. **Rye Harbour Toilets Cleaning Contract.** The current cleaning contract is currently dealt with by Rother District Council. The current contract runs out in March 2022 and there have been various issues with current cleaning company (lack of communication, insufficient cleaning standards). Cleaning contract for 2021/2022 amounts to £13,638.41. The Committee is asked to consider the following quote:-

a) **Loadstar Cleaning** (£11,036.97 + VAT plus consumables)

*The Assistant Clerk explained that there was only one quote available for consideration as other companies we approached could not offer the service we require (7 days per week all year round). We do have costs from last year to compare. **RESOLVED:** it was agreed to accept the quote.*

10. **Mark Saunters Quotes for Risk Assessment Works.**

RESOLVED: *all quotes were approved.*

11. **Introduction of Charges for Recreation Grounds.** To consider the draft user agreement.

There was a discussion regarding the user agreement and how to charge for use of

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the grounds.

RESOLVED: it was agreed to add the following into the charging clause:-

Football

£10 per game for under 10s

£15 per game for under 16s

£25 per game for adults

Cricket

£25 per game

Stoolball

£10 per game

No charge for training sessions (1 training session expected for each paid for match)
Clerk is to send the user agreement to the clubs to see if they are happy with the terms. Clerk is also to insert a clause to say no subletting without prior permission of the Clerk. Clerk and Assistant Clerk were also given delegated authority to check to condition of pitches prior to play.

12. **Kiosk at Rye Harbour Car Park.** To consider Clerk's report and to make recommendation to full council.
RESOLVED: Clerk is to contact locksmith and ask for the locks to be changed to protect Council property.
13. **Request from Hastings Athletic Football Club to Hire Icklesham Rec.**
RESOLVED: It was agreed to refuse this request due to the condition of the field and the fact that it cannot take the extra wear and tear. Priority must be given to local teams.
14. **Rother Enforcement Document (Trees).**
The document was noted. There are extra rules and enforcement on trees, particularly in conservation areas. It was noted that the Planning Committee would deal with issues relating to unauthorised works to trees.
15. **Request from RNLI to put Sign in Rye Harbour Car Park pointing towards Lifeboat Station.** Sign would be near the entrance of the car park. It would have the RNLI flag on it and would be pointing towards the lifeboat station. Sign would be roughly 7 x 18 – 20 inches.
RESOLVED: it was agreed to refuse the request as technically it is an advert and it would need advert consent. It would also set a precedent for other similar requests.
16. **Bus Shelters.**
 - a. Quote from Calendar Cleaning for jet washing all bus shelters. Quote available for the meeting
Quote received in the sum of £790. Clerk confirmed this was more than they were expecting and she has received a verbal quote from another company which is likely to be cheaper. **RESOLVED:** it was agreed that we would wait for the other quote to come in and Clerk was given delegated power to accept a cheaper quote with the agreement of the Chairman.
 - b. Quote from Mark Saunters for staining bus shelter by the Strand in Winchelsea in black wood stain (£270) **RESOLVED:** quote was agreed
 - c. Quote from Mark Saunters for clearing vegetation at the back of bus stop in Winchelsea and clearing roof (£150) **RESOLVED:** quote was agreed

- d. Quote from Mark Saunters for clearing vegetation around Winchelsea Beach bus shelter (£120) **RESOLVED:** quote was agreed and Clerk was asked to ask Mark Saunters for quote for staining this bus shelter black.

17. Request from resident to plant memorial tree in Winchelsea or Winchelsea Beach.

Assistant Clerk confirmed that the resident ideally wants the tree to be planted somewhere in Winchelsea, particularly the Church. The Assistant Clerk suggested Harbour Field in Winchelsea Beach and hasn't heard back further from the resident.

There was then a general discussion about the Queens's Green Canopy and we as a Council should actively look into planting trees for this and encourage residents to do so. Trees are available for free from the Woodland Trust.

The Chairman noted that he has had a discussion with Virginia Portman from the National Trust regarding their plans for Winchelsea and he will be meeting with someone about this soon.

- 18. Date & venue of next Open Spaces Meeting.** 13th June 2022 7.15 pm Winchelsea Court Hall (to be formally agreed by Full Council).

Agreed as a true record of the meeting

Signed

Dated 27th June 2022